



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room
April 30, 2012, 11:00am

- I. Status of FY 2012 Management Plan Execution
- II. Prioritize IT Project Review Board Recommendations
- III. Schedule Next Finance Committee Meeting – To be discussed



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room
October 23, 11:00 am

- I. Budget Summary of FY 2012
- II. FY 2013 Draft management plan for continuing resolution
- III. Financial statement audit for FY 2012
- IV. Schedule Next Finance Committee Meeting – To be discussed



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room, Room 417
Wednesday, November 19, 2:00 pm

- I. FY 2013 Execution of management plan for continuing resolution
- II. Sequestration
- III. Schedule Next Finance Committee Meeting – To be discussed



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
2th Floor Conference Room, Room 204
November 29, 2:30 pm

- I. FY 2013 Execution of management plan for continuing resolution
- II. Pass back for FY 2014
- III. Funding level for reasonable accommodations
- IV. Schedule Next Finance Committee Meeting – To be discussed



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
5th floor Conference Room
April 18, 2013, 10:30 A.M.

- I. Discuss the 5% Sequestration reduction
- II. FY 2013 Draft management plan
- III. Carryover of 50% of FY 2012 funding - \$168,000
- IV. Accounts Receivable cross servicing with Treasury's Debt Management Service (DMS)
- V. Schedule Next Finance Committee Meeting – (TBD)



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th floor Conference Room
January 22, 2014, 2:00 P.M.

- I. FY 2014 Draft management plan
- II. Priorities for Personnel and Non-Personnel spending
- III. Congressional Affairs update
- IV. FY 2015 passback and Congressional Budget Submission
- V. Schedule Next Finance Committee Meeting – (TBD)



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th floor Conference Room
February 26, 2014, 2:00 P.M.

- I. FY 2014 Draft management plan
- II. Congressional Affairs update
- III. FY 2015 passback and Congressional Budget Submission
- IV. Schedule Next Finance Committee Meeting – (TBD)



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
2nd floor Executive Conference Room 232A
June 25, 2014, 2:00 P.M.

- I. FY 2014 year-end funds
- II. Next meeting – July 21, 2014



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting

4th Floor Conference Room

January 13, 2016 - - 2pm

- I. Discussion Regarding the FY 2016 Management Plan
- II. FY 2017 Congressional Budget Justification
- III. Discussion of Scheduling the next Finance Committee Meeting



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting

4th Floor Conference Room

February 10, 2016 - 2pm

- I. Discussion Regarding the FY 2016 Management Plan
- II. Electronic Filing – Increase the capacity of E-filing for this election cycle
- III. Increase of OGC positions for staff detailed as EA's and floaters
- IV. Discussion of Scheduling the next Finance Committee Meeting



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting

4th Floor Conference Room

November 29th, 2016 - 2pm

- I. Discussion Regarding the FY 2017, Continuing Resolution
- II. OGC Request – FOIA Software
- III. OGC Request – Additional Cell phones
- IV. OGC Request – Attorney Professional Dues
- V. OCIO – 18F Funding Request
- VI. Next Meeting



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
Fourth Floor Conference Room
March 22, 2017, 2:00 P. M.
Agenda

- 1 Discussion Regarding the FY 2017- Draft Management Plan as of February 28, 2017
 - Total CR amount = \$70,983,803, for operations, (may need to revise Personnel – Non –Personnel split) – see attached
 - As of 3/20/17, approximately \$1.2 million is estimated to be available in Personnel funds
 - Does not include funding for awards
 - Agency requested \$8M in FY 17 Lease Expiration funds. From CR granted \$4.9 million in 2 year Lease Expiration Funds
 - Does not include OGCs funding request for more iphones and payment of Lawyer's Bar Association dues
 - Any additional funding request(s)
 - Current number vacancies in pipeline for hire = TBD
 - Current funding, approximately would allow for hiring 3 to 5, depending on additional attrition, Employees on board PP 5 = 329
 - Option of requesting 50% of FY 16 lapsed funds, if needed – approximately \$600K ½ = 300K
 - FY 2017 Financial Statement Engagement letter – response due by March 31, 2017 – (Chair & Vice –Chair)
- 2 FY 2018 OMB Budget – \$71,250,000 – Appeal if any, due by the COB 3/22/17
 - See memo dated March 20, 2017
 - 1.9% proposed funding for salary increase would need to be absorbed
- 3 EAC Update and potential implications – Duane
- 4 Next Finance Committee meeting - April?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
Fourth Floor Conference Room
May 11th, 2017, 4:00 P. M.
Agenda

- 1 Discussion Regarding the **FY 2017-** Revised Draft Management Plan – Need to approve
 - 1Its Audit time
 - Total = \$71,119,000, for operations, – see attached Management Plan
 - As of 4/25/17, approximately \$1.3 million is estimated to be available in Personnel funds – **Less than 5 months remaining in the FY**
 - Funding for awards at approximately \$425,000 is now available
 - Agency requested and was granted \$8M in FY 17 Lease Expiration funds.
 - Does not include OGCs funding request for more iphones and payment of Lawyer's Bar Association dues
 - Does not include any additional funding request(s) – New Efilng Architecture
 - Current number vacancies in pipeline for hire = TBD
 - Current funding projected target is 340 average FTEs. Employees on board PP 7, April 15th, = 325
- 2 **FY 2018** OMB Budget – \$71,250,000 –
 - FEC Funding document needs to be to OMB around mid - **May**
 - FEC High level priorities for FY 18 - Draft
 - Efilng project
 - Cyber security initiatives
 - Successful move to new leased space
 - Elimination conversion of legacy systems
 - Complying with Workforce Reshaping Executive Order
 - 1.9% proposed funding for salary increase would need to be absorbed
- 3 Next Finance Committee meeting – June ?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
Fourth Floor Conference Room
June 8th, 2017, 4:00 P. M.
Agenda

- 1 Discussion Regarding the **FY 17-** Management Plan approved May 25th - Thanks
 - Its Audit time
 - As of 5/26/17, approximately \$1.0 million is estimated to be available in Personnel related funds – **Less than 4 months remaining in the FY**
 - Funding for awards at approximately \$425,000 is now available - approval needed
 - OGCs funding request for more, iphones and payment of Lawyer's Bar Association dues
 - Additional funding request(s) – New Efiling Architecture, E - Discovery ? - status
 - Current number vacancies in pipeline for hire = 7 + TBD
 - Funding projected target was 340 average FTEs. Employees on board PP 10, May 26th, = 319
- 2 **FY 18** OMB Budget – \$71,250,000–submitted May 23–Thanks for your assistance
- 3 **FY 2019** Budget call – in process
- 4 Next Finance Committee meeting – July?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
5th Floor Conference Room
July 26th 2017, 2:00 P. M.
Agenda – Updated in bold

- FY 17- Management Plan approved May 25th
- Audit information
- Less than 3 months remaining in the FY
- Awards funding was estimated at approximately \$425,000 because of new OPM guidance, the Awards calculation is separated into 2 categories, and the recommended FEC funding is up \$527,747. (See below)

OCFO Summary Awards recommendation for FY 17 Awards

<i>Per OMB Guidance</i>	FY 2016 YE	\$25,067	= 1.5% of SL total aggregate SL salaries as of PP 19
	FY 2016 YE	\$485,969	= 1.5% of aggregate salaries of all non- SL employees as of PP 19, includes \$25,000 for potential on the spot awards
	FY 2016 YE	\$511,036	=1.5% of SL and 1.5 % of non-SLs total aggregate salaries as of PP 19
	FY 2016 YE	\$16,711	= 1.0 % of SL aggregate salaries for Special Act Awards for SLs
		\$527,747	= Potential total of SL and Non SL awards for FY 17

- OGCs funding request for eDiscovery and Anonymous email
- OCIO Additional funding request(s) – **Bormium = \$91,300**, New Efilng Architecture,
- Current vacancies in pipeline for hire, **additional 9 requests, see page 2 -**
- Projected target was 340 average FTEs. Employees on board PP 13, July 8th, = 321
- Year end closing
- Senior Management Council (SMC)

I. FY 18 OMB Budget – \$71,250,000–submitted

a) **Press Office requests additional \$23,780 in funding to support
“Proposed Change to News and Views Delivery and Format”**

FY 2019 Budget – in progress – due 9/11/17

II. Next Finance Committee meeting – August

	<u>Office</u>	<u>Job Title</u>	<u># of Vacancies</u>	<u>Comments</u>
Approved 5/11/17	OCFO	Accountant	1	on board
Approved 5/11/17	Compliance	Coding Clerk	1	on board
-	-	On-boarded:	2	-
Approved 5/11/17	Compliance	Campaign Finance Analyst	3	start date: 8/6/17
Approved 5/11/17	OCFO	Contract Specialist	1	start date: 8/6/17
-	-	Hired	4	-
Approved - In process	OCIO	IT Spec (Security)	1	Tentative offer, waiting on clearance
Approved 6/7/17	OGC	Admin Assistant - Litigation	1	Tentative offer made
Approved 5/11/17	Mgmt&Admin	Dep. Commission Sec.	1	interviewing
Approved 5/11/17	OCIO	IT Spec (Systems/Ent.Arch)	1	reviewing applicatons
Approved 5/11/17	OCIO	IT Mobile Dev. (UX Design)	1	reviewing applicatons
Approved 5/11/17	OCIO	IT Spec (App Software)	1	interviewing
Approved 6/7/17	OCFO	Contract Specialist	1	posting closes 8/3
Approved 5/11/17	OSD	Special Assistant (Mgmt & Program)	1	pending vacancy announcement
Approved 5/11/17	Compliance	ADRO Director	1	pending vacancy announcement
Approved 6/7/17	OGC	Attorney/Enforcement (CELA)	1	pending vacancy announcement
Approved 6/7/17	OGC	Attorney/Enforcement	1	pending vacancy announcement
Approved 6/7/17	OGC	Attorney - FOIA Specialist	1	pending vacancy announcement
Approved 6/13/17	Compliance	Secretary	1	pending vacancy announcement
Approved 6/13/17	Compliance	Campaign Finance Analyst	1	pending vacancy announcement
-	-	In-Process:	14	-
	OIG	Inspector General	1	position description w/ personnel cmte
	OCFO	CFO	1	position description w/ personnel cmte
	Mgmt&Admin	HR Specialist (Policies and Programs)	1	
	Mgmt&Admin	HR Specialist	1	Gary Vogt departure Feb 2017
	OGC	Attorney/Policy	1	
	OGC	Attorney/Enforcement	1	P. Reynolds departure
	Compliance	Campaign Finance Analyst	3	1 Retirement, 2 resignations (June/July)
	Compliance	Auditor	tbd	requesting approval to post, not yet to hire
		Immediate Requests:	9	



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room
August 22nd, 2017

- FY 17- Management Plan approved May 25th
- Audit information
- Less than 45 days remaining in the FY
- Because of new OPM guidance, the Awards calculation is separated into 2 categories; the recommended FEC funding percentage is approximately 86.5% for each category and is still being finalized.
- OGC & OCFO funding request for scanning assistance
- OCIO Additional funding request(s) –
- Current vacancies in pipeline for hire = 6, additional requests = ?
 - OCFO request to hire Accounting Director
- Projected target was 340 average FTEs. Employees on board PP 15, August 5th, = 317. End of year projection = 323
- Year end closing

	Initial Total SL Awards	Adjusted for Budget \$25,067	Additional funds needed	Total New amount
	Award Amount	67.6%		86.5%
SL Performance Awards	\$ 37,100	\$ 25,067	\$ 7,025	<u>\$ 32,092</u>
SL Special Act Awards	TBD	<u>\$ 16,711</u>	0	
	Initial Total BU & NBU Awards	Adjusted for Budget \$485,969		
	Estimated Award Amount	86.5% of Estimated Award Amount		
NBU & BU Total Awards	\$ 559,110	\$ 483,630	0	

- 1 FY 18 OMB Budget – \$71,250,000– CR expected to begin the FY to December
- 2 FY 2019 Budget in progress –flat line funding guidance – due 9/11/17
- 3 Next Finance Committee meeting – September ?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room
September 6th 2017 2:00 PM

- FY 17- Management Plan approved May 25th
- Audit information
- Less than 25 days remaining in the FY
- Awards for remaining employees should be in check dated 9/11/17
- OGCs funding request for scanning assistance
- OCIO Additional funding request(s) –
- Current vacancies in pipeline for hire = ?, additional requests

- OCFO request to hire Accounting Director
- Projected target was 340 average FTEs. Employees on board **PP 16, August 19th, = 320**
- Year end closing

1 FY 18 OMB Budget – \$71,250,000– CR expected to begin the FY to December – Duane

2 FY 19 OMB request is \$71.63 million, **\$381K** increase, **.53%** from FY 18– due 9/11/17

Draft sent yesterday, Final document due to Commission Secretary by COB Friday.

3 Next Finance Committee meeting – ?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
4th Floor Conference Room
January 30th, 2018, 2 PM

- FY 18- Draft High level Management Plan - Personnel 68% = \$48,450,000 – Non Personnel 32% = \$22,800,000. FY 17 actual - Personnel 67% = \$47,501,000 – Non Personnel 33% = \$23,153,000. 322 staff on board 9/30/17
- Employees on board **PP 26, January 6th, = 316**
- FY 2019 Congressional Budget Justification due February 12th. Anticipate circulating to Commissioners on February 1st.
- Potential Awards for FY 2018 – Not presently funded
- Move info - Ed Holder

I. Next Finance Committee meeting – February ?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
Conference Room – 1097C or Hearing room
April 24th, 2018, 2 PM

- FY 18- Draft Management Plan needs approval – attached. **Personnel = 68.5%, Non Personnel = 31.5%**. Attrition after PP8, April 28th not identified. Tenant Improvement credit from 999 E Street, approximately \$400,000 not included.
- Importance of timely approval of the Management Plan – Duane Pugh
- Legislative outlook – Duane Pugh
- FTEs end of PP 3, Feb 17, = 315, Employees on board end of PP 7, April 14th, = 313
- Potential Performance Awards for FY 2018 – Same guidance as previous year – presently not approved – approximately \$525,000 in Management Plan.
- OCIO – funding requests
 - Lotus Notes Application Conversion = \$350,000
- Personnel actions – TBD Rebecca
- Audit kickoff meeting, April 17th –FYI
- Move information - Ed Holder
- Next Finance Committee Meeting May ?



FEDERAL ELECTION COMMISSION
Washington, DC 20463

Finance Committee Meeting
Twelfth Floor Conference Room
April 2nd, 2019, 2:00 P. M.
Agenda

- I. Discussion Regarding the FY 2019 Draft Management Plan
 - a. Draft provides \$71.25 million (71% in personnel & 29% in non-personnel obligations)
 - b. Summary version due to Congress on April 16th
 - c. Update spending projections at the end of June, which may identify additional funds
- II. Discussion of New Reporting Requirements
 - a. DATA Act Requirements
 - b. Intergovernmental Reconciliations
- III. Congressional Update
- IV. FY 2021 Budget Development Update
- V. Audit Update
- VI. FTE and Hiring Update
- VII. Discuss Next Finance Committee meeting